## NDE Bulletin August 13, 2015



## **Special Education ILCD Sites Closing for Construction.**

Contact: Adria Bace or Pam Kasl (402-471-2471 adria.bace@nebraska.gov or pam.kasl@nebraska.gov )

The Special Education "ILCD" site and "ILCD 2.0" found under the Data Collections tab will be closing the week of August 17 through August 21 for updates and data migration. School districts and Planning Region Teams will have until August 14 to copy data they wish to keep from the old/original "ILCD" site.



2015-2016 SPED Collaborative Grant - OPEN: June 15 - DUE: October 15

Contact Pete Biaggio (402-471-4308 or e-mail <a href="mailto:pete.biaggio@nebraska.gov">pete.biaggio@nebraska.gov</a>)

The 2015-2016 SPED Collaborative Grant application became available in the GMS Monday, June 15.. This application is due to NDE October 15.



2016-2017 LEP/Poverty Plans - OPEN: July 27 - DUE: OCTOBER 15

Contact Tom Goeschel (402-471-3570 or e-mail tom.goeschel@nebraska.gov)

The 2016-2017 LEP/Poverty Plans and Learning Community LEP/Poverty Plans became available in the GMS Monday, July 27.. This application is due to NDE October 15.



Title III Professional Development - Open: September 1 - Due: October 1

Audit window closes on October 15

Contact: Terri Schuster (402-471-4694 terri.schuster@nebraska.gov)

#### Title III subgrantees only

Districts or Educational Service Unit consortia that receive funds under Title III Limited English Proficient grants should complete this information. It is designed to collect information on the types of professional development provided under Title III for the previous school year.



Summer School Supplement (CDC collection) – Open: August 1 – Due: August 17

Contact: NDE Helpdesk (888-285-0556 or <a href="mailto:nde.helpdesk@nebraska.gov">nde.helpdesk@nebraska.gov</a>)

The Summer School Supplement opened in the CDC on August 1. This collection is due on **August 17** with the audit window from **August 18 through August 31**. At the end of each regular school term the Nebraska Department of Education collects the attendance data for each school district and system in Nebraska. State total ADA is reported to the U.S. Department of Education and is used in formulas for allocating federal entitlement for Title 1, Impact Aid, Indian Education and other federal programs.

The federal government requires that the total aggregate days of attendance for summer school be added to the total aggregate days of attendance for the regular school term to provide the **numerator** for the calculation of state Average Daily Attendance (ADA). The **denominator** for this calculation is the average number of days in session during the regular school year. In this collection, Districts will report the total Prorated Days of Attendance for their Summer School Program. Only Public Districts are required to complete this form.



## NDE Student Unique Identifier – It's That Time Again to Update

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

<u>PLEASE NOTE:</u> The Student Unique Identifier has been upgraded. Click on the 3 horizonal white bars to the left of "STATE ID" on the upper left to open the menu.

<u>All</u> students in Pre-Kindergarten – Grade 12 (Public, NonPublic and State Operated Systems) and Postsecondary students (Nebraska Community Colleges, State Colleges and University of Nebraska students) need to be updated each year with current school information. Step-by-Step instructions can be found on our website at the following web address: <a href="http://www.education.ne.gov/nssrs/docs/NSSRS\_Steps\_Uniqid\_v7.pdf">http://www.education.ne.gov/nssrs/docs/NSSRS\_Steps\_Uniqid\_v7.pdf</a>.

Prior to submitting the Student template for the first time for 2015-2016 school year, <u>ALL</u> new and returning students should have their Unique Identifier (State ID's) assigned/updated. On all returning students, any information that has changed (grade level, school building and school year) needs to be updated in the Student Unique Identifier Collection.



# The "2015-2016 Course Codes and Clearing Endorsements" document is now available

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov

The "2015-2016 Course Codes and Clearing Endorsements" document is now available. It can be found on the NSSRS Resources page at http://www.education.ne.gov/nssrs under "Program-specific Information.



### 2015-2016 Staff Reporting - Open: August 4 - Due: September 15

Contact: NDE Helpdesk (888-285-0556 or <a href="mailto:nde.helpdesk@nebraska.gov">nde.helpdesk@nebraska.gov</a>)

The 2015-2016 Staff Reporting collection will open Tuesday, August 4. State statute requires Public Districts and NonPublic Systems to submit a Fall Personnel Report by September 15. The NSSRS Staff Reporting data collection is located under the "Student & Staff (NSSRS)" tab in the portal. Special Purpose Schools (State Operated), Education Service Units and Interim Programs (Rule 18) should report during this timeframe as well. Options for submission are online entry and upload. Staff Reporting Instructions are available <a href="http://www.education.ne.gov/nssrs/docs/STAFF\_INSTRUCTION\_MANUAL\_20152016.pdf">http://www.education.ne.gov/nssrs/docs/STAFF\_INSTRUCTION\_MANUAL\_20152016.pdf</a>. Appendix A in the Staff Reporting Instructions details the changes that were made since 2014-2015.

When completing the Staff Reporting 2015-2016, double check to make sure the email addresses are correct for each staff member that is required to have one. If a correction is made to the email address that NDE had in Staff Reporting, have the staff member log into their portal account under the "My Profile" tab and verify if their email address is correct, or have them update it. NDE uses the email addresses from Staff Reporting and the Portal for communications so keeping them current is very important.



#### **NeSA-RMS Results**

Contact: Valorie Foy (402-471-2495 or valorie.foy@nebraska.gov)

The final NeSA-W and NeSA-RMS reports along with the corrected data files will be provided through eDIRECT on **August 19** and can be verified through the NDE portal using the NSSRS Validation link and Accountability Count Verification tab.



#### **Identifying CTE Concentrators and CTE Programs of Study**

Contact: Rich Katt (402-471-4808 or rich.katt@nebraska.gov)

NDE had set a goal for collecting sufficient student-level information from the school districts to eventually allow for calculation of nearly all Perkins accountability items "in-house". Doing so would have allowed for a decrease in the reporting burden by eliminating the Career Education Program Facts as well as an increase in the reliability of Perkins accountability data. The goal of NDE was to identify all CTE participation information by extracting student course-taking data using the course codes provided annually by school districts.

**Originally,** NDE set a goal that upon completion of the 2016-2017 academic year, CTE concentrators would be identified using the State Model POS course sequences developed by NCE.

See: http://cestandards.education.ne.gov/. For accurate coding of courses, see:

http://www.education.ne.gov/nssrs/docs/COURSE\_CODES\_CLEARING\_ENDORSEMENTS\_20142015\_5\_0\_0.pdf **HOWEVER**,

Due to the complications with districts not using appropriate course codes provided by NDE, the 2016-17 goal will not be achievable. We have too many courses miss-coded in the system to provide a reliable source of information for pulling our federal data. We are working with schools to correct the coding issues, but do not yet have the confidence in the accuracy of course coding to use it as our data source.

- A new timeline has not yet been determined.
- Districts will continue to report the "Programs Fact-Career Education" template.
- Information will not be pulled from the "Student Grades template" as planned after the 2016-17 school year.



High Ability Learners (HAL) - NDE Portal Collection - Open: July 31 - Due: August 31

Contact: Mary Duffy (402-471-0737 or mary.duffy@nebraska.gov)

High Ability Learners (HAL) 15-16 Applications for Base Only and Base and Matching Funds AND 14-15 Budget and Year-End Reports; due no later than 11:59 PM, August 31 with an audit window close date of September 15, 2015. HAL is an online submission under the Data Collection tab in the NDE Portal. The collection will close at that time and only those reports entered will be considered for HAL grants. Audit Window Close Date September 15



2015-2016 NSSRS Calendar Version 6.1

Contact: NDE Helpdesk (888-285-0556 or <a href="mailto:nde.helpdesk@nebraska.gov">nde.helpdesk@nebraska.gov</a>)

The 2015-2016 NSSRS Calendar has been updated and a new version is now available on the NSSRS Resources web page at <a href="http://www.education.ne.gov/nssrs/Resources.html">http://www.education.ne.gov/nssrs/Resources.html</a>. The due date originally scheduled for February 1 has been moved to January 20.



#### New Superintendents – 2015-2016 School Year

Contact: NDE Helpdesk (888-285-0556 or <a href="mailto:nde.helpdesk@nebraska.gov">nde.helpdesk@nebraska.gov</a>)

If your district/system has a new Superintendent for the 2015-2016 school year, please have them contact the NDE Helpdesk to get set up on the NDE Portal as the new District Administrator for your district. We will provide them with the district administrator activation code specific to their district. The previous District Admin will also need to be removed. The Helpdesk can also provide them with information on where instructions are located for the District Administrator Responsibilities and assigning activation codes.

### **HOW TO CONTACT THE NDE HELPDESK**

There are three ways to contact the NDE Helpdesk with questions.

All three ways get to the same place, so <u>please only use one of the following options</u>. If you send more than one request this may delay our response as we coordinate all requests.

1. Submit a "Helpdesk Request" from your portal account. After logging into the NDE Portal, it is available in the upper right corner of the Collection Announcement page. This will be the fastest way to get your request to the NDE Helpdesk.

OR

2. Email: <a href="mailto:nde.helpdesk@nebraska.gov">nde.helpdesk@nebraska.gov</a>

OR

3. Call Toll Free: 888-285-0556

Please leave your full name, organization, call back number and a brief description of your question.

ALSO: If you have contacted the NDE Program Staff person, please do not also contact the Helpdesk. Multiple contacts will delay the response.

THANK YOU!

#### NDE Bulletin now available in RSS Feed

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

We have added an RSS feed that users can subscribe to. Don't forget that the current and past NDE Bulletins can always be found at <a href="http://www.education.ne.gov/ndebulletins/index.html">http://www.education.ne.gov/ndebulletins/index.html</a>. The RSS feature can be found at the above webpage in the upper right hand corner (orange icon). RSS feeds can be used with Outlook and a number of web-based feed readers. At this time we will also continue to send the bulletin out via e-mail.

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denise.schuyler@nebraska.gov Helpdesk: Toll Free 888-285-0556 Email: nde.helpdesk@nebraska.gov